



## **Grafton Group plc (“Grafton”) - Annual General Meeting 2020**

### **Warning Note: Measures to Reduce COVID-19 Transmission**

Grafton considers the health, safety and wellbeing of shareholders, attendees and colleagues to be a priority and will implement the new Government restrictions and the measures advised by the HSE to minimise the spread of COVID-19 in relation to its AGM to be held in the Corporate Office of Grafton Group plc, Heron House, Sandyford Business Park, D18 Y2XC at 10.30am on 29 April 2020.

The 2020 AGM will be held as scheduled but under significantly constrained circumstances in order to comply with any extension of the new Government restrictions and the current HSE guidance, and accordingly:

- The Meeting will by necessity be as brief as possible;
- Without a significant relaxation in the new Government restrictions and HSE guidance, personal attendance by shareholders is not recommended as it may present a risk to themselves and others;
- Shareholders are strongly encouraged to appoint a proxy as the preferred means of fully and safely exercising their rights. A Proxy Form is enclosed with this note and you should refer to the Notice of Annual General Meeting for guidance on how to complete it;
- Refreshments will not be provided in the circumstances; and
- In order to mitigate the potential risks of the spread of Covid-19, the Company will be implementing physical distancing measures at the meeting.

**We recommend that shareholders keep up to date with HSE guidance regarding travel, self-isolation and health and safety precautions. For up to date information on COVID-19 please see the HSE website <https://www2.hse.ie/coronavirus/>.**

Charles Rinn  
Secretary